

## TOWN OF COLMA

### Construction and Demolition Recycling Criteria

The Integrated Waste Management Act of 1989 requires all cities in the State of California to reduce their landfill diversion by 50% by the year 2000. In order to meet the goal of 50% reduction in landfill diversion, the Town of Colma adopted Ordinance No. 569. This ordinance requires that at least 50% of the waste tonnage from any demolition project, including concrete and asphalt, be recycled and/or reused in order to meet the terms and conditions of the permit. In addition to demolition; new construction, remodeling and re-roofing of homes will require 50% recycling of waste tonnage.

Prior to commencement of any work the applicant shall complete a "Recycling and Waste Calculation Form." This shall accompany any application for either a Demolition or Construction Permit. A site visit may be made by Town Staff to estimate the total waste tonnage to be generated by the project. The applicant shall post a deposit, at the time of permit issuance that is equal to one half of the calculated total waste generated, at the rate of \$50.00 per ton. At completion of the project, it will be the contractor's responsibility to demonstrate they have recycled at least 50% of the total waste generated. Documentation, satisfactory to the Town, shall be provided to demonstrate the total tonnage of waste recycled and/or reused. If it has been satisfactorily demonstrated that at least 50% of the waste has been recycled and/or reused, the full amount of the deposit will be refunded. If less than 50% of the total waste is recycled and/or reused the Town of Colma will retain \$50.00 for each ton not recycled and/or reused. *(for example: if it is estimated that a project will generate 40 tons of waste, the contractor will be required to recycle at least 20 tons of waste material. The deposit, equal to the amount of \$50.00 x 20 tons would be \$1,000.00. If the contractor documented that only 15 tons were actually recycled the Town would retain the difference (5 tons x \$50.00 ton) or \$ 250.00. The contractor would be returned only \$750.00 of his deposit.)* The monies that the Town of Colma retains will be deposited into an account that will be used to meet the objectives of Ordinance No. 569. There are minimum deposits of \$100.00 for residential projects (calculated per dwelling) or \$1,000 for all commercial, industrial and similar projects.

One recycling method that seems to give the most benefit to everyone is to retain the services of a "Deconstruction Contractor." A Deconstruction Contractor will typically go through a structure to be demolished and remove all items with a resale value. These items may include; hardwood flooring, doors, cabinetry, windows, sinks and vanities, countertops, large timbers, etc. these Deconstruction Contractors usually do not charge any fees to "deconstruct." And, as an added incentive, the owner typically gets a tax benefit by being able to write-off the sale price of the items removed from the structure.

In addition to deconstruction, it will most likely be necessary to haul waste material to an offsite location. There are a few landfills that can recycle construction materials. Two such examples would be Bell Marine in Redwood City, which recycles concrete and asphalt, and SF Recycling and Disposal Inc., on Tunnel Avenue in San Francisco which recycles approximately 90-95% of the material, brought to them. Each truckload is weighed and given a receipt for documentation. Retain these receipts, as they are required for documentation when you submit for a deposit refund! These receipts are required to indicate that the materials were Recycled and that they came from Colma.

Separating into clean loads those materials that cannot be salvaged will facilitate their recycling, and is strongly encouraged. For example, the on-site separation of scrap wood during new construction should be undertaken where feasible, particularly where it represents a large portion of materials generated. Be sure to label your containers and educate your sub-contractors to ensure clean source-separated loads. General contractors should consider inserting recycling language into their contracts. Facilities generally accept source-separated materials at a lower fee than mixed debris.

Most projects will generate some amount of mixed debris. It is important to take these materials to a facility that can process and recycle them. For example, Zanker Road Landfill in San Jose diverts up to 70% of incoming mixed construction and demolition debris. Additionally, if you use a debris box you should ensure that your debris box service provider hauls your mixed debris to an approved facility.

It is the contractor's responsibility to provide the Town documentation demonstrating a minimum of 50% diversion of generated materials. For deconstruction and salvaging, have your service provider write a brief letter or complete the attached Salvage Inventory Sheet, outlining the types and quantities of materials salvaged. For the disposal of source separated or mixed debris - contractors shall provide official weight tickets on facility letterhead showing the date, source (project address), amount and type of materials disposed. The contractor shall include the weight tickets with a completed Diversion Summary Form. Please follow the directions on the form to ensure prompt processing and refunding of any deposits.

### **Important Notice:**

Within 60 days of completion of the project you are required to submit all required documentation to support your request for a refund. Failure to submit this documentation may result in the forfeiture of your deposit. In accordance with the provisions of Ordinance 569, any monies retained by the Town will be used to promote recycling efforts and programs.

Please remember to notify personnel at the recycling center that you are bringing *RECYCLABLES* and that the *origin* was the *Town of Colma*. Receipts that do not indicate the materials as recyclable or the correct point of origin will not be accepted, and your request for a refund will be denied.

Not all facilities accept all types of recyclables. Please review the Construction Site Recycling brochure provided by San Mateo County "Recycleworks.org" for a comprehensive listing of recycling facilities and the materials they accept.

**TOWN OF COLMA**  
**Construction and Demolition Projects**  
**Recycling and Waste Calculation Form**

This form is required to be completed for all projects. At completion of the project you shall submit a completed Diversion Summary Sheet and provide copies of receipts from recycling facilities, reuse companies and/or landfills. Failure to provide satisfactory documentation may result in forfeiture of any deposits placed with the Town of Colma.

**Project Address:** \_\_\_\_\_

**Applicant Name/Address:** \_\_\_\_\_

<u>Material</u>	<u>Quantity</u>		<u>Units</u>		<u>Subtotal</u>
Demolition (typ)	_____ sqft.	X	20 lb./sqft.	=	_____ lbs.
Demolition w/Tile Roof	_____ sqft.	X	27 lb./sqft.	=	_____ lbs.
New Construction	_____ sqft.	X	4 lb./sqft.	=	_____ lbs.
Remodel	_____ sqft.	X	___lb./sqft.	=	_____ lbs.
Asphalt	_____ sqft.	X	35lb./sqft.	=	_____ lbs.
Concrete Slab	_____ sqft.	X	40lb./sqft.	=	_____ lbs.
Brick & Masonry	_____ sqft.	X	35lb./sqft.	=	_____ lbs.
Spread Footings	_____ lin.ft.	X	150lb./linft.	=	_____ lbs.
<u>Re-Roof</u>					
Wood Shingles	_____ sqft.	X	4lb./sqft.	=	_____ lbs.
Asphalt Shingles	_____ sqft.	X	3lb./sqft.	=	_____ lbs.
Clay/Tile	_____ sqft.	X	10lb./sqft.	=	_____ lbs.
				Total Weight =	_____ lbs.

**office use only**

**Conversion of lbs to tonnage**

\_\_\_\_\_ Total lbs. divided by 2,000 = \_\_\_\_\_ Tons

\_\_\_\_\_ Tons X .50 (50%) = \_\_\_\_\_ X \$50.00/Ton = \$ \_\_\_\_\_ Deposit

**Minimum Deposit:     \$100.00 Residential Projects                     \$1,000.00 Commercial, Industrial or other**

Receipt No. \_\_\_\_\_ Date of Deposit \_\_\_\_\_ Reviewed by: \_\_\_\_\_

**Town of Colma**  
**Construction and Demolition Recycling**  
**Recycling and Waste Reduction Form – Summary**

**THIS FORM TO BE COMPLETED AFTER WORK PERFORMED – ATTACH ALL RECEIPTS**

Project Address \_\_\_\_\_

Date \_\_\_\_\_

Permit No. \_\_\_\_\_

Prepared By \_\_\_\_\_

Company Name \_\_\_\_\_

List All Recycling Facilities, Transfer Stations and Landfills that received materials:

Facility Reference	Name, Address
A	
B	
C	
D	
E	
F	

Summarize Disposal Below. Attach Weight Tickets organized by material category.

Materials Disposed	Quantity		Facility See above	Recycled Y or N
	Tons	Cu. Yards		
Mixed Materials				
Mixed Debris				
Mixed Inerts				
Separated Materials				
Asphalt				
Brick				
Concrete				
Dirt/Clean Fill				
Lumber/Wood				
Roofing Materials				
Scrap Metals				
Trees/Vegetation				
Other Materials (List)				

Was a Salvage Inventory Sheet or Letter Summarizing  
materials salvaged submitted or attached ?

Yes \_\_\_\_\_ No \_\_\_\_\_

Total Tons Recycled: \_\_\_\_\_